

## Schedule E

### Parcelization Drive Permit Requirements

**Certificate of Insurance:** \$500,000 General Liability from the contractor.  
Certificate Holder: Vigo County Board  
of Commissioners.

**Information Sheet:** Must be filled out in full by the owner or a designated representative. A letter of consent from the owner must accompany the permit if not filled out by the owner.

**Site Plan:** Show drive width, drive radii, and distance from drive to property lines.

**Restrictions:** 1 or 2 Parcel - 10' radii, 20' width minimum  
3 or 4 Parcel - 15' radius egress, 25' radius ingress, 20' width  
- If in the future this becomes a 5 or more parcel  
the drive must be upgraded to meet the requirements  
of a 5 parcel drive.

5 or More Parcel - 25' radii, 20' width, ingress & egress tapers  
- Entrance within the county right-of-way  
must be paved or concrete.

\*All restrictions subject to change pending review of individual submittal.

**Culvert:** Pipe size will be determined by the county inspector. **No plastic pipe is allowed.**

**Stake Drive:** Visible stakes at the property lines and each side of the drive.

**Easement:** If drive is to be built on an easement, a copy of the signed recorded easement must be submitted with application of drive permit.

**Time:** Time frame to be determined pending individual submittal

**Permit:** All companies and/or persons must have a copy of the approved permit on the job site while work is being done.

**Fee:** \$100.00, Checks made payable to the Vigo County Highway Department.

*Prepared by the Vigo County Engineer Department  
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